



March 10, 2010

To Prospective Bidders,

Enclosed is the State's response to proposer questions concerning the Request for Proposals (RFP) for Camp Trailer Rental Services at Oceano Dunes State Vehicular Recreation Area and Pismo State Beach located in San Luis Obispo County, California. The response package includes the following:

- 1) The State's response, Addendum #1, to questions submitted by one proposer. Questions are presented exactly as submitted.
- 2) Errata #1 with modifications to the RFP.

You may access materials referenced in this letter on the Concessions website at www.parks.ca.gov/concessions. If you have questions, please contact Concessions Specialist, Diana Salter at (916) 653-8939 or dsalt@parks.ca.gov.

Sincerely,

James A. Luscutoff, Chief
Concessions, Reservations, and Fees Division

Enclosure

**REQUEST FOR PROPOSALS
Camp Trailer Rental Services**

OCEANO DUNES VEHICULAR RECREATION AREA

Addendum #1

March 10, 2010

State's Response to Questions Submitted by One Proposer

The following questions 1- 4 were submitted by Michael J. Williams, Luv2Camp

Question 1: Will there be verbiage in the final contract that will specify a course of action in the event either camping areas are closed for an extended period of time.

Answer 1: No modification needed to Contract. See Sample Contract Section 5, Use of Premises: "The Use of Premises will be consistent with the State approved "Operation Plan", as proposed by Concessionaire and modified by State as is reasonable and necessary to meet the intention of the State for this concession operation and the mission of the Department." "In the event of adverse weather or other operating conditions, State may permit the concession to close at any time during the term of this Contract".

Question 2: With regards to section D of the Proposer Questionnaire the "Financial References and Credit Worthiness", does each partner need to have 3 separate references or is it 3 for the business?

Answer 2: See the Request for Proposal (RFP), page 13 item F, References: "...to adequately substantiate the claims made in the proposal, proposers are encouraged to provide three references that are familiar with the individual and business."

Question 3: With regards to section III Proposer Information of the Proposer Questionnaire, if our 50% partner has ownership of our business through their own separate LLC is it okay to list that individual in place of their separate LLC if they are the sole owner?

Answer 3: See page 3 of the DPR 398. The proposer needs to identify each partner and shares as reflected in the ownership of the organization.

Question 4: Will the \$36,000 annual rent amount be divided over 12 months equally or will the monthly payment be 10% of gross receipts for that month?

Answer 4: Per Sample Contract, Section 4 Rent, page 3: "Concurrent with such monthly statement, the Concessionaire shall pay to State the appropriate rental fee for the preceding calendar month as prescribed above." And page 4: "If at the end of the Contract Year, the total of monthly percentage rental payments made (or due) during that Contract Year is less than the Minimum Annual Rent required for that Contract year, the difference shall be remitted to State with the last monthly sales statement for the Contract Year."

**REQUEST FOR PROPOSALS
Camp Trailer Rental Services**

Oceano Dunes State Vehicular Recreation Area

**ERRATA #1
March 10, 2010**

Changes to the published RFP include the following:

RFP Page 5, Section 2.1 PROPOSAL PROCESS

Tentative Proposal Dates

January 28, 2010	Opening Date - Publication of the RFP
February 9, 2010	Mandatory Optional Pre-Proposal Meeting
March 1, 2010	Questions - Last date for proposers to submit written questions
March 10, 2010	Answers - DPR written responses to questions
April 13, 2010	Closing Date - Deadline for proposal submission
April 2010	Investigation and evaluation of Proposals
May 2010	Notification of "Intent to Award Contract"
June 2010	Award, preparation, and execution of contract
July 1, 2010	Ten (10) year contract begins

Note: This schedule does not consider unforeseen factors that could impact the timing of the project. It is the intent of the State to keep proposers apprised of changes in the schedule as they occur. Should the award of the contract be protested, additional time will be required to resolve the matter.

~~Mandatory~~ **Optional Pre-Proposal Meeting**

It is ~~mandatory~~ **optional** that the proposer or designated representative attend the pre-proposal meeting at 6:00 p.m. on February 9, 2010 at the Ramona Garden Park Center, 933 Ramona Avenue (corner of North 10th Street and Ramona Avenue) Grover Beach, CA. 93433. An optional tour of the premises at Oceano Dunes SVRA and Pismo State Beach will be offered at 2:00 p.m. on February 9, 2010. Proposers must request the tour by calling Dena Bellman in the Oceano Dunes District office at (805) 773-7182 by February 4, 2010. The meeting provides an equitable forum for all proposers to:

- Meet local Department staff;
- Learn about the RFP process, including procedures for questions and answers, proposal submission, and contract award;
- Receive information on the history of the parks and facilities and Department plans for the parks and the concession;
- Review the RFP document.